



2007 Annual Report

FEB BY THE NUMBERS

- 230 Federal agencies
- 125,000 Federal Employees
- 36,705 square miles
- Almost 18 million citizens
- 28 U.S. Congressional Districts
- 25 CA State Senate Districts
- 40 State Assembly Districts
- 187 City Governments
- 6 County Governments
- Approx. \$95 Billion in Federal Expenditures

Chair's Greetings

It has been an honor to serve as the Chair of the Greater Los Angeles Federal Executive Board this past year. This year began with the goal of increasing our emphasis on assisting the Los Angeles Federal Agencies in enhancing their respective levels of preparedness and developing their Continuity of Operations Plans. I am pleased to report that we have had a very active COOP Working Group this past year and they recently hosted a comprehensive Table Top Exercise featuring a Pandemic Scenario. Our Table Top Exercise was attended by very senior FEMA Officials and we received high marks for creating this opportunity to bring together Federal, State, and Local Agencies to plan for this potential disaster. Also during my tenure, we activated a 24/7/365 on-line emergency notification system which is hosted by the FBI's USP3 Network. This system will enhance the Federal Agencies' ability to communicate with one another in the event of a disaster.



Theresa Camiling, Chair & Field Office Director, L.A. Office, Housing and Urban Development

ter. Another one of our great achievements this year was the Public Service Recognition Week Awards Program which we developed in collaboration with the City of Los Angeles and many other local municipalities and partners. The event was quite a success and through it we were able to highlight some of the great contributions made by Civil Servants throughout our communities. We received over 49 nominations for 207 organizations and individuals for 7 categories which was the most successful intergovernmental program of this type in the history of the Los Angeles

les Federal Executive Board. During this event we also honored all five branches of our Armed forces and thanked them for their invaluable contributions to our Country.

Also, having been personally involved in the Federal Government's response to the Southern California Wildfires, I witnessed the hard work and dedication of our Federal family during this difficult time. Many local and Federal Officials remarked how impressed they were with the commitment demonstrated by Federal Agencies to ensuring the safety and well being of those displaced by the fires. Despite the devastating impact that the Wildfires had on many federal employees and their own families, the work of our government continued on and made all the difference to the impacted communities. I have never been more proud to be part of the Federal Family and the Los Angeles Federal Executive Board.

Board of Directors

Chair: Theresa Camiling, Department of Housing and Urban Development

Chair-Elect: Casey Kelley, General Services Administration, Federal Acquisition Service

Vice-Chair: Glen Banks, Social Security Administration—Sierra West Area

Directors

Chris Andreeze, Department of Defense, Defense Contract Audit Agency

Michael Benov, Department of Justice, Bureau of Prisons, L.A. Metropolitan Detention Center

Kenneth Clark, Department of Veteran Affairs, Desert Pacific Healthcare Network

Alonza E. Cruse, Department of Health and Human Services, Food & Drug Administration

Peggy Dashed, Department of Treasury, Internal Revenue Service

Shannon Garcia-Hamilton, Department of Homeland Security, TSA, Ontario Airport

Chris Ingram, Department of Defense, Army 63rd Regional Readiness Command

Patricia Kirk-McAlpine, Department of Defense, Defense Contract Management District West

Charmayne Mills, Department of Justice, Assistant U.S. Trustee Office

Sarah Nelson, Department of Labor, Office of Federal Contract Compliance

Jody Norion, Department of Agriculture, Angeles National Forest

Olophius Perry, Equal Employment Opportunity Commission

William Pickering, NASA, Office of Inspector General

Tom Reid, Department of State, Los Angeles Passport Agency

Cpt. James Sommer, Dept. Homeland Security, Integrated Support Command, USCG

John Torres, Department Of Justice, Bureau of Alcohol, Tobacco, Firearms & Explosives

William C. Withycombe, Department of Transportation, FAA, Asian Western Pacific Reg.

Immediate Past Chair:

James Christy, Department of Commerce, Bureau of Census, LA Regional Office

Ex-Officio Members:

Al Herrera, Office of Personnel Management

Ed Wasielewski, General Services Administration

Kevin Weeks, Department of Homeland Security, Customs and Border Protection, L. A. Field Office

Emeritus Members: Louise Oliver & Sakae Hawley, Co-Chairs, Retired Federal Leadership Council

How Leadership is Determined

FEB membership is automatic and mandatory by virtue of the incumbent being the senior agency official with the FEB's geographic boundaries, which for the Greater Los Angeles (GLA) FEB is Los Angeles, Orange, Riverside, San Bernardino, Santa Barbara and Ventura Counties. In this area there are approximately 230 Federal agencies, meaning the next level of supervision for the agency head is outside the GLA Area. According to the FEB Bylaws, each year the FEB leadership is elected by the membership and/or appointed by the current FEB Chair to serve as a member of the Board of Directors, who set the strategic objectives for the FEB for the year and oversee the activities of the GLAFEB. If you are the senior agency official and are interested in being consider for future FEB leadership positions, please contact a member of the FEB Board of Directors or the FEB Office on (562) 951-6970.

Not Just for Executives:

Although only the Senior agency official can be a "FEB Member", any Federal employee in the GLA Area may participate in most FEB programs and activities. If you are interested in receiving notices about FEB activities, please contact the FEB office and request to be added to one (or more) of the following subject matter groups that have open enrollment:

- **College Outreach** - college faculty and staff
- **Disaster Preparedness & Recovery/Federal Agency** - agency disaster preparedness and recovery coordinators, to include COOP Managers
- **Disaster Preparedness & Recovery/Non-Federal** - intergovernmental partners and infragard Government Sector members involved in disaster preparedness and recovery coordinators
- **Friends of the FEB** - general FEB notices only, includes retirees
- **Human Capital** - agency staff involved in human resource management, to include recruiting our future workforce
- **Public Affairs** - agency staff involved in community outreach and public relations
- **Training Coordinators** - agency staff interested in receiving all FEB training notices
- **Travel Management** - agency staff interested in receiving notice on travel issues

Everything You Always Wanted to Know About the FEB...

HISTORY

A 1961 Executive Letter signed by President John F. Kennedy established Federal Executive Boards in cities where there is a large concentration of Federal employees. The Los Angeles FEB was established in 1963. There are currently 28 FEBs nationwide.

PURPOSE

FEBs were created to bring the Federal Government closer to those we serve, be more responsive to local issues and serve as a conduit of information between Washington, D.C. and the field (where almost 90% of the Federal workers serve).

LINES OF BUSINESS

In the last year, the Office of Personnel Management, who provides oversight of the FEBs identified two lines of business for each FEB to dedicate our resources to:

- (1) Emergency Preparedness, Security and Employee Safety
- (2) Human Capital Readiness.

It was also acknowledged that FEBs must also dedicate time to our Foundational Function - Intergovernmental and Community Activities.

FUNDING

FEB staff in each of the cities where FEBs are located are paid by different Federal agencies. In Los Angeles, the 2 FEB staff are employees of the Department of Homeland Security, Customs and Border Protection, Los Angeles Field Office, Mission Support Staff.

SOME OF OUR MANY SERVICES

- Emergency Preparedness/ COOP Working Group
- Local and Affordable Shared Training
- Free Shared Mediation Services
- Public Service Recognition Events
- College Outreach/ Recruitment Assistance
- Speakers
- Networking Opportunities - Leadership Development Programs

WORKING TOGETHER WORKS

FEBs support and promote National initiatives and respond to the needs of the Federal Departments and Agencies in the Greater Los Angeles Area. The Board's leadership works to identify common ground and build cooperative intergovernmental relationships. Inter-agency collaboration is no longer just a wise choice; it has become necessary as a matter of survival.

"FEBs are uniquely positioned to bring government agencies together to work on common challenges. Increasingly, government is being called upon to address issues that require federal agencies to work closely together—responding to natural or manmade disasters, for example. And increasingly, the federal government has to work closely with states and communities, and with the private and not-for-profit sectors to meet these challenges. Because FEBs bring together all these players in your communities, you can provide linkages that the rest of the government is going to have to work hard to create"

The Honorable David M. Walker, Comptroller General of the United States (speaking about Transforming Government to meet the Demands of the 21st Century—August 2007)



Federal Agencies Respond to Wildfires



Did you know that when a disaster occurs where Federal employees work that the Office of Personnel Management's (OPM) first call is to the closest FEB to find out the impact on the Federal agencies and their employees? This requires that the FEB reach out to the area Federal agencies to gather information to report back to Washington, D.C. Based on the responses submitted to the FEB (20% of agencies reporting), we know

that 1,157 employees were evacuated from their home and eight (8) Federal employees known to have lost their homes. Thanks to Theresa Camiling, the FEB Chair and her HUD staff for collecting this information and relaying essential information to and from OPM and other Federal agencies on behalf of the FEB.

Since there is no FEB in San Diego, OPM sent Dianna Louie of the San Francisco FEB to San

Diego to serve the Federal employees impacted by the fires.

Despite being personally impacted, our Federal employees continued to perform the essential functions of their agency and meet the greater demands the disaster required with minimal disruption to the public we serve.

For example, our local ATF and FBI Agents worked tirelessly to investigate the arson which started the Santiago Canyon Fire in Orange

County. The Census Bureau rapidly assembled and analyzed data which was used to report on the economic impact of the fires to the State's economy. Disaster Assistance Centers were rapidly activated by multiple agencies.

Our thanks to each of you who performed above and beyond during this difficult time. We are so proud of our unsung Federal Heroes! For those of you personally impacted, you are in our thoughts!

When we recall the heroes of the 2007 Southern California Wildfires – many Federal employees should be remembered. One example is the dedicated **FAA employees** who against all odds – managed Southern California's busy routine air traffic **and coordinated the additional demands of fire fighting aircraft operating in the area.** The fires also required a number of floating temporary flight restrictions to be enforced which also increased the work load due to additional re-routing of planes. All of this was done while employees were personally impacted by the fires and mandatory evacuations and with no visible disruption in air traffic services to the traveling public. **Thanks FAA for keeping our skies safe and getting the fire fighting aircraft where they needed to be!**



Sources: Local Employment Dynamics, US Census Bureau <http://lehd.did.census.gov> and USDA Forest Service, Remote Sensing Application Center. <http://activefiremaps.fs.fed.us>



Each year Federal employees donate over \$268.5 million dollars to charitable organizations through their local Combined Federal Campaigns (CFCs).

Locally the Los Angeles and Orange County CFCs donate over \$5 million dollars annually to various charities.

The generosity of Federal employees is unprecedented - keep up the good work and remember the need is great, so when asked - **please give to YOUR CFC!**



There are many ways to Support Our Troops – we hope that you will each commit to finding a way to let our troops know that we are there for them while they are in service and when they return...

The above photo includes some of the active duty military members who were guests at the **FEB's Annual Public Service Recognition Week Event** (many of whom have recently returned from service in Iraq and Afghanistan). Their attendance was made possible through donations from Kaiser Permanente, Oakwood Worldwide, PacifiCare/United Healthcare, Veterans of Foreign War Lomita Post 1622 and their Men's and Ladies Auxiliaries, and Federal employees who also attended the event.

Public Service Recognition Week

The FEB co-hosted with the City of Los Angeles a Public Service Recognition Week event.

There were more than **280 people in attendance** from a broad range of local government representatives in attendance. We had 49 nominations for 207 organizations and individuals for 7 categories submitted by:

- 9 City Governments
- 7 Federal agencies
- 4 School Districts
- 1 County Government

We honored all 5 branches of the U.S. Armed Forces, the graduation of the FEB Leadership Associates, Class of 2007 and celebrated the generosity of Federal employees through the Combined Federal Campaign.

Our keynote speaker was **Bob New** who spoke on "Motivation, Leadership and Increasing Human Effectiveness" We had guests in attendance from Senator Boxer's Office, Congresswoman Linda Sanchez's Office,

and the California Senate Pro Tem's Office.

Congresswoman Linda Sanchez provided a DVD of a speech she gave on the floor of the House of Representatives acknowledging PSRW and our event.

There was live music provided by the VA Employee Band and exhibit booths to visit. Comments we have received report that this was the **"best ever!"**



Mayfair High School Faculty and Students accepting their Community Service Award



196 Federal Managers representing 93 agencies participated in the CWG's 2006 Table Top Exercise—Earthquake Scenario held in Long Beach December, 2006.

64% of LA Federal agencies have problems recruiting qualified staff

Agencies interested in using the FEB's Free Mediation Services can visit our website to download an intake form which initiates the process.



Los Angeles Area COOP Working Group

For the 2nd year in a row, the FEB provided support to the Los Angeles Area COOP Working Group (CWG), which is co-chaired by **Cpt. Jim Sommer, USCG, Peter Robles, NASA/JPL and James Macaulay, FEMA Region IX.**

In addition to the networking and sharing of best practices and lessons

learned, some of the highlights of the CWG sessions offered for the year were:

- **Second Annual Table Top Exercise held December 4, 2007 - this year featuring a Pandemic Scenario**
- How to Get Employee Buy-In For Your Agency's COOP;
- How the COOP Manager can gain Credibility with Agency's Manage-

ment;

- National Incident Management System (NIMS);
- U.S. Postal Inspection Service's Pandemic Response Team Resources.
- Workplace Violence
- COOP Managers Train-the-Trainer Course
- Building Design for COOP
- Pandemic Preparedness

Recruitment & Retention Project

The FEB remains committed to increase awareness about the recruitment and retention challenges being experienced by Federal employees in California's high cost cities. A copy of the 2006 report jointly published

with the San Francisco FEB titled: ***The Imperfect Storm: The Looming Human Capital Crisis in California's High Cost Cities*** is available on the FEB's website at www.losangeles.feb.gov. The report features the struggles experienced

by many of our employees who are unable to access affordable and safe housing given their relatively low salary in this very high cost area. Should you wish to receive updates on this issue, you may contact the FEB office on (562) 951-6970.

SMART: Shared Mediators Program

The FEB received and assigned mediators for 29 workplace disputes, pre-EEO complaints and EEO complaints after entering the formal process.

Three (3) of these cases were cancelled by the

agency prior to the mediation occurring. We ended up mediating and resolving 26 cases. Based on the methodology used by the Office of Personnel Management to calculate the cost avoidance realized by the

Federal agencies who utilized this free service – **we saved the LA Area Federal agencies \$898,506.** Thanks to all our volunteer mediators for providing this service to our agencies!

Leadership Associates Program

The FEB Leadership Associates Program is now in its 11th year. This program's success is due to its design that transcends agency lines, focuses on the common needs and de-emphasizing the differences. Despite the numerous missions pursued by each agency, there are some common skills that are universal to the development of leaders and that skill set is the core curricu-

lum of our program. When the SES Executive Corps Qualifications were redesigned several years ago – we looked to them as a guide for subjects to cover. This year enrollment boasts 25 associates with three (3) participants per agency to ensure a multi-agency representation. The program allows for both a “Class” component as well as the ability to individually tailor the

program to achieve personal goals and specific agency experiences. Cohort Programs are favored because students bond and continue relationships and network after the program is over. Another component of our program is that each participant must work on a project. **Many local agencies report that this program is used by some agencies as a retention tool.**



“One of the best conferences I’ve ever attended.

Speakers were outstanding and the material was practical and topical”

– from conference evaluation form

Executive Leadership Conference

For the second year in a row, the Los Angeles FEB Co-hosted our Annual Executive Leadership Conference which is held in partnership with the San Francisco Bay Area FEB. 86 people were in attendance for the 2 ½ day con-

ference which was held in San Diego, CA June 26 – 28. Based on the evaluations received the conference received a 4.5 ranking (out of 5) and extremely favorable remarks from attendees.

The highlight of the conference was having Clay Johnson, Deputy Director for the Office of Management and Budget as one of our luncheon speakers.

FEB Saves Agencies Money with our Local & Affordable Training

The LA FEB offered 40 local and affordable training courses during the fiscal year, which were **attended by 1,688** participants for cost avoidance to our member agencies of \$263,166 just in reduced tuition costs negotiated by the FEB. The fact that we are able to offer the train-

ing locally results in significant cost avoidance in travel funds, which **based on the trainings we offered could have saved agencies in excess of \$1 million dollars a year** (based on the assumption that travel to D.C. would be required for each class). In addition to the cost

avoidance—the FEB brings in the highest caliber trainers who consistently receive high marks in course evaluations. **Visit our website to see current course offerings!**



Bill Hillar offering a course on Leadership Practices to the FEB's Leadership Associates

Greater Los Angeles Federal Executive Board

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2007 FEB Office Changes:

Farwell to **Veronica Cook**, FEB Secretary who served the Los Angeles Federal Community from January 13, 2003 to October 13, 2007.

Welcome to **Denise Rosa**, Program Administrator, who has been serving an interagency detail with the FEB staff office since December 2006.

Thanks to the following agencies for their support of FEB operations & our 2007 COOP Table Top Exercise

- Department of Defense: Defense Contract Audit Agency, Space and Missile Command - Los Angeles Air Force Base, Army 63rd Regional Support Command
- Department of Homeland Security: Customs and Border Protection, Citizenship and Immigration Services, FEMA, Transportation Security Administration & U.S. Coast Guard
- General Services Administration: Public Building Service
- Department of Health and Human Service: Food and Drug Administration
- Department of Housing and Urban Development
- Department of Treasury: Internal Revenue Service
- Department of Transportation: Federal Aviation Administration
- Department of Veterans Affairs: Desert Pacific Healthcare Network and Greater Los Angeles Healthcare System



FOR FEDERAL EMPLOYEES

www.kp.org/feds

Special thanks to Kaiser Permanente, Federal Employee Health Plan for funding the printing of the GLAFEB's 2007 Annual Report

Invitation from 2008 Leadership to Participate in FEB Programs

As you look to the New Year - we invite you to make one of your resolutions - to increase your level of involvement with the Greater Los Angeles Federal Executive Board (FEB).

Increasing your level of involvement offers incredible networking opportunities to meet influential members of the Federal community, including Federal agency executives and community leaders. Some of these meetings may develop into life long personal and professional relationships (friends).



Casey Kelley
2008 FEB Chair
L.A. Branch Manager
GSA Federal Acquisition Service
Casey.Kelley@gsa.gov

Increasing your level of involvement helps you retain and sharpen old skills as well as develop new skills.

By participating you become more knowledgeable and aware of the many challenges and issues Federal agencies must contend with that have an impact to their operations, which can provide insight in how best to address those challenges and issues that you and your respective agency face.

Increasing your level of involvement will provide you the satisfaction of knowing you are contributing toward a good cause and being an active leader in your community and within the Federal government.

Increasing your level of involvement gives you visibility within your own agency as well as within the Federal community.

Increasing your level of involvement will re-energize you. By participating and taking initiative on certain causes, a new energy and sense of fulfillment can result which can carry over to your regular work environment and

lead towards new perspectives on how to look at things.

Increasing your level of involvement will expand your leadership skills. By interacting with, networking with, and simply observing other Federal Executive Board members, you will begin to identify the qualities of leadership that are most admirable to you and integrate those traits into your leadership style.

The FEB is also a great source for low or no cost training on effective leadership, change management and succession management, which are issues we all deal with.



Glen Banks
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